

**To: Town Board**

**From: C.J. Randall, Director of Planning**

## **CORE PLANNING FUNCTIONS**

- **Data and GIS Services**
  - Continued virtual meeting protocol during coronavirus outbreak for board and committee meetings, extended again on 3/16
  - Staff attended Municode Meetings trainings on 3/24, 3/28 and 3/31
- **Planning Board staff support**
  - Coordinated presentation of draft Parks, Recreation & Trails Master Plan on 3/14
  - Site Plan – Convenience (Mini) Mart and Vehicular fuel (Dandy Mini Mart) – 7 Ridge Rd
    - Updated concept plan presented – 3/14
  - Lot Line Adjustment – Brickyard & Wilson Rds – authorized 3/28
  - Minor Subdivision – 428 Scofield Rd
    - Declaration of Environmental Significance and Site Plan approval – 3/28
  - Major Subdivision – Asbury & Collins Rds, lots 3-7
    - SEQRA Negative Declaration and Final Plat Approval – 3/28
  - Modification of Site Plan – General Processing, Light Manufacturing and Assembly (Hygear Motorsports)– 308 Peruville Rd
    - Site Plan approval – 3/28
  - Site Plan Review – Village Solars Phase VII
    - Concept plan and discussion of SEQRA classification – 3/28
- **Zoning Board of Appeals staff support**
  - No 3/8 meeting
- **Stormwater Management**
  - SMO attended MS4 coordination meeting with Stormwater Engineer on 3/10
  - SMO attended Tompkins County Stormwater Coalition meeting on 3/16
  - SMO attended Draft MS4 Permit meetings on 3/29
- **Interdepartmental Coordination**
  - Coordinated and attended monthly Department Head meeting on 3/2
  - Coordinated and attended Water & Sewer Advisory Committee meeting on 3/2
  - Coordinated with Capital Improvement Committee and NYSOGS regarding Lansing Residential Center on 3/9
- **Project Management**
  - Coordinated with Town Engineers on 3/3 and NYS Parks on Myers Park Project on 3/11
  - Reviewed A/E design services Request for Proposal with Parks & Recreation Departments on Myers Park Project on 3/7

## Planning Department Update: April 2022

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- Coordinated with Bookkeeper on Myers Park Project administration on 3/23
- Attended Parks, Recreation & Trails Advisory Committee meeting on 3/1
- Coordinated and attended Capital Improvement Committee meeting on 3/9
- Coordinated with OpenGov on 3/4, 3/11, 3/18 and 3/25 and Open Gov and County ITS/GIS on 3/23
- Attended Charter Franchise Renewal and Audit meeting on 3/31
- **Conservation Advisory Council staff support**
  - Assisted with receipt and review of proposals for Open space index and Conservation Plan project consultants on 3/2, 3/3, and 3/28
  - Attended meeting on 3/3
- **Attended review of Hazard Mitigation Program Grant with NYSDHSES staff and Tompkins County Soil & Water Conservation District on 3/7 and 3/18**
- **Attended Tompkins County Planning Advisory Board (PAB) meeting on 3/8**
- **Coordinated with Tompkins County Department of Planning & Sustainability on their 2022 Work Program on 3/8**

### **LAND USE WORK PROGRAM**

Q4 2021 – Q3 2022 Scope of work and schedule of adoption located at:

<https://bit.ly/RAZoningupdate>

- **Zoning and Land Use Regulations Update**
  - Reviewed revised draft preliminary report Town Board regarding the Rural Agricultural (RA) AG Zoning District at Code Revision Committee on 3/3
  - Prepared initial text and map amendments for Agricultural (RA) AG Zoning District review at Code Revision Committee on 3/3